



# Example of Healthcare Director Job Description

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Our innovative and growing company is looking to fill the role of healthcare director. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for healthcare director

- Demonstrable Healthcare industry experience
- Implement and assess general processes and procedures to ensure a high level of detail within housekeeping, laundry, maintenance, and transportation services
- Lead, coach and train housekeeping, laundry, maintenance, and transportation staff with focus on RRC culture of hospitality
- Utilize supply vendors approved by RRC
- Manage labor costs to meet staffing guidelines
- Review cleaning schedule for all patient rooms
- Manage housekeeping, laundry and maintenance processes and efficiencies
- Manage and lead patient activities program
- Fill in for culinary, maintenance, housekeeping, laundry, and concierge as needed
- Compliance with assigned financial goals and objectives for program/project assigned to the candidate

## Qualifications for healthcare director

- Strong preference for location in Chicago
- 40 hours (or equivalent) Alzheimer's Disease specific training to be completed within 6 months of hire
- CPR certified, including Heimlich Maneuver
- Bachelor's degree (Engineering Discipline Preferred) MBA preferred

- Minimum 3 years of work experience in venture capital, strategy consulting at top tier firm, investment banking, healthcare/life sciences product or portfolio management